III Accounting for Bonds And PMIA Loans

This chapter provides procedures for recording bond fund accounting events in CALSTARS. These events are in two categories: bond fund transactions without Pooled Money Investment Account (PMIA) involvement; and bond fund transactions with PMIA consideration.

BACKGROUND

Bond issues are authorized by statute. Once the bonds are authorized, the State Treasurer sells the bonds. The proceeds are made available to one or more agencies for the purposes stated in the specific bond statute. Because bonds are usually sold in large blocks (often \$100 million or more), there are excess funds which the Treasurer invests in the Surplus Money Investment Fund (SMIF). Those funds earn interest, which is either revenue to the General Fund (General Obligation Bonds) or revenue to the fund where the bond proceeds are kept.

Pre-Tax Reform Act Bond Proceeds

The pre-86 tax laws allowed bond proceeds to earn interest for three years with no restrictions. After three years the major portion of the bond proceeds must have been spent or any interest earned would be subject to restrictions. Any minor portion of bond proceeds remaining could still earn interest unrestricted.

Post-Tax Reform Act Bond Proceeds

The Federal Tax Reform Act of 1986 changed the rules for bonds sold after October 22, 1987. The interest made on bond proceeds might now be subject to rebate to the Federal government. Therefore, the State Treasurer has adopted a new strategy for the timing of bond sales to conform to the new rules. The SCO sets up separate Sub-funds for each bond sale to assist the Treasurer's Office in tracking bond expenditures and any profits made on bond proceeds. As authorized by Chapter 6, Statutes of 1987 (AB55), the State Treasurer may:

- Recognize when a bond issue has been authorized:
- Request the benefiting agency to forecast their cash needs;
- Make short-term <u>loans</u> from the PMIA at the prevailing rate of interest to pay obligations on a current basis;
- Periodically market blocks of bonds; and,
- Direct the proceeds to retire some of the incurred short-term debt.

The State Treasurer also provides for upfront bond sales proceeds for construction bonds which may be used to repay PMIA loans as needed.

Chapter 697, Statutes of 1995, gave the State Treasurer the ability to issue Commercial Paper notes to provide interim financing for bond-funded programs. Commercial paper notes are short-term securities with maturities of from one to 270 days. Because of the short maturities and the tax-exempt status of the Commercial Paper notes, the interest rates are less than interest rates on long-term bonds or PMIA loans.

Each bond issue is governed by the statute authorizing it. The State Controller's Office (SCO) establishes accounting events based on their interpretation of the provisions of each bond issue. CALSTARS can issue guidelines for common accounting events but cannot enforce standard procedures affecting PMIA loans and bond accounting events. Agencies having bond issues should work directly with the SCO so that their agency accounting within CALSTARS is structured as closely to the SCO's as possible. However, there may be some differences between CALSTARS and the SCO. Those differences are noted within this procedure.

SUB-FUNDS TO BE USED

Unless there are restrictions, the SCO normally establishes the following sub-funds as appropriate.

- 1. PRE-TAX REFORM ACT BOND PROCEEDS SUB-FUND (for bond sales prior to October 22, 1987) used to account for bond proceeds prior to the 1986 Tax Reform Act. It also shows transfers to reimburse the Bond Expenditures Sub-Fund as the agency makes claims against that fund. The SCO fund/sub-fund coding convention is nnnn30n. (The first four digits represent the fund and the last three digits are the sub-fund.)
- POST-TAX REFORM ACT BOND PROCEEDS SUB-FUND (for bond sales on or after October 22, 1987) - used to account for bond proceeds after the 1986 Tax Reform Act that is used to repay PMIA loans. If the PMIA loan has been repaid it may also show transfers to reimburse the Bond Expenditures Sub-Fund as the agency makes claims against that fund. The SCO fund/sub-fund coding convention is nnnn40n.
- 3. <u>PMIA LOAN PROCEEDS SUB-FUND</u> records the loan activities from the Pooled Money Investment Account. Also records Transfers-In and Transfers-Out to other sub-funds. *The SCO fund/sub-fund coding convention is nnnn5nn*.

The SCO uses a 2-digit category code within some of the sub-funds to further classify costs. The same category codes have different meanings depending on the specific type of sub-fund. Because the 2-digit SCO Category codes are not standard UCM accounts, they are identified in CALSTARS by the 2-digit

Account Type in the AS Table. The category codes used for the PMIA Loan Proceeds Sub-fund are:

Category	Description		
11	Loan proceeds account		
12	Amount transferred from bond/or loan proceeds		
13	Income from SMIF/Other		
	(not applicable to General Obligation bonds)		
14	Expenditure reimbursements		
18	Reservation-loan amount		

4. PMIA LOAN PROCEEDS SUB-FUND (ELIGIBLE FOR COMMERCIAL

<u>PAPER</u>) - records the loan activities from the Pooled Money Investment Account. Also records Transfers-In and Transfers-Out to other sub-funds. Periodically, the State Treasurer will issue Commercial Paper to pay down the loan amount. *The SCO fund/sub-fund coding convention is nnnn7nn*.

The SCO also uses a two-digit category code within some of the sub-funds to further classify costs. The same category codes and meanings identified in item #3 above for the PMIA Loan Proceeds Sub-fund apply to this sub-fund also.

5. <u>UPFRONT BOND SALES PROCEEDS SUB-FUND</u> - used to account for monies derived from the sale of construction bonds (absent of a PMIA loan and/or in excess of a PMIA loan repayment). It will also show transfers to reimburse the Bond Expenditures Sub-Fund as the agency makes claims against that fund. The SCO fund/sub-fund coding convention is nnnn33n. The SCO category codes used within the sub-fund are:

Category	Description	
11	Transfer to bond expenditures - construction	
12	Transfer to bond expenditures - non-construction	
13	Income from SMIF	
	(not applicable to General Obligation bonds)	
15	Transfer to loan proceeds account	
17	Interest earnings of locals	
18	Reservation-bond proceeds	
19	Condemnation (Fund 0910) earnings	

- 6. TAXABLE BOND SALE PROCEEDS SUB-FUND Used to account for bond proceeds derived from the sale of bonds that are not tax exempt, including any upfront bond sale amount. The SCO fund/sub-fund coding convention is nnnn60n.
- 7. **BOND EXPENDITURES SUB-FUND** used to record encumbrances, liabilities and expenditures claimed by the agency. This sub-fund is common to all bonds. If your agency has more than one type of bond proceeds sub-fund within the same fund, there will probably be only <u>ONE</u> of these expenditure sub-funds. The SCO fund/sub-fund coding convention is **nnnn00n**.

ESTABLISHING TABLES FOR RECORDING ACCOUNTING EVENTS

To provide a consistent audit trail and facilitate reconciliation with the SCO accounts, tables should be established as much like the SCO account structure as feasible.

Refer to Volume 2, Chapter IV, Table Maintenance, for a complete discussion of the coding for each of the tables discussed below.

Descriptor Tables

D23-Fund Detail

Establish a Fund Detail for each SCO sub-fund. There may be more than one SCO sub-fund number for each of the different types of sub-funds described, i.e., 701, 702, etc.

The D23 Table requires setting indicators in the Reference Area. The Appropriation Fund Level Indicator **MUST** be set to **1**. This allows Fund Detail to be displayed on the various reports and other documents produced by CALSTARS. The other Fund level indicators can be set to the appropriate value based on the level your agency is recording data into these files.

Since the SCO uses Sub-fund (3 digits) and the CALSTARS equivalent is Fund Detail (2 digits), agencies must establish a manual cross reference between Subfund and Fund Detail. This is used when preparing Claim Schedules and Remittance Advices, performing SCO/CALSTARS reconciliations and preparing financial statements. The two-digit Fund Detail codes must be changed by hand to the SCO three-digit Sub-fund codes before submitting documents to the SCO or other control agencies.

D32-Subsidiary

Transactions entered for GLA 1400-Due From Other Funds or GLA 3110-Due To Other Funds require the use of Subsidiary numbers. Volume 1, Chapter IV, under these GLAs, provides information on establishing the required Subsidiary numbers.

Also, Subsidiary number is required on transactions entered for GLA 9811-Operating Transfers In and GLA 9812-Operating Transfers Out. This is in accordance with UCM requirements so that the fund the transfer is made to or from is identified in the transaction.

D33-Receipt Source

Transactions entered for GLA 8000-Revenue, GLA 9811-Operating Transfers-In and GLA 9830-Other Sources require the use of a Source code as indicated in the UCM. Transactions entered for abatements (credit to GLA 9000-Expenditures) also require a Source code per the UCM. If a Source code needs to be added to the D33 table, call the CALSTARS Hotline. Refer to Volume 2, Chapter III, Client Services, for telephone numbers and other communication methods.

Appropriation Symbol Table

Establish an Appropriation Symbol for each combination of SCO fund, sub-fund, and category that is applicable to the bonds accounted by the Agency. There should be a minimum of one Appropriation Symbol number per SCO detail account—just like all other types of appropriations.

Code the AS Table Account Type the same as the SCO Category code. If the SCO Category code field is blank, use **00** for SCO Type **D** (disbursement) or **T** (transferout) accounts; or **RR** for SCO Type **R** (revenue) accounts. Transfer-in accounts are treated as revenue.

PCA Table

Establish at least one PCA for each AS Table record. For PCAs that record transfer or revenue activity, code the Disbursement Fund Segment the same as the Fund Distribution Segment. For PCAs to record expenditure activity, the Disbursement Fund Segment may be coded differently than the Fund Distribution Segment, if the disbursement uses a Clearing Account or Working Capital Account.

Other Tables

Other table entries (i.e., Index Code, Project Control Table) may be established as needed to identify bond fund activity. For example, an Index Code may be established for all bond activity so that unit managers do not see bond transactions on their Q12 and Q16 management reports.

RECONCILIATION

Monthly appropriation and revenue account reconciliation using the DB2 or DB1 and HB4 reports and the SCO Agency Reconciliation Report need to be performed. In addition, for non-shared funds and sub-funds, a reconciliation of the General Ledger account balances should be done for those asset and liability accounts that are not reconciled on the appropriation and revenue reconciliations (GLA 1140, 3500, etc.). This can be done by comparing the G01 (requested by Fund Detail) to the SCO Fund Reconciliation Report. Any differences may be investigated by looking at the HG1 Report. For example, differences in GLA 1140- Cash in State Treasury may be attributable to administrative costs of the State Treasurer's Office that are charged to the bond fund by the SCO but are not recorded by the agency. Also, entries by the SCO in GLA 3510 to record "Good Faith" deposits may not yet be recorded in the agency accounts.

YEAR-END REPORTING

At Year-end, prepare a set of Financial Statements for each sub-fund. Differences in GLA 1140 between the SCO and the agency should be identified on a Report No. 3 - Adjustments to Controller's Accounts. A Q26 Report (Report No. 4 - Year-end Statement of Revenue) will not display receipts recorded for GLA 9830-Other Sources. These receipts do not need to be reported on Report No. 4, so it is not necessary to add them to the Q26 before submitting it to the SCO.

In addition, submit a Pre-Closing Trial Balance and Post-Closing Trial Balance at fund level (G02 0-0-0-2) for each bond fund administered by a single agency (non-shared fund, or designated fiduciary reporter).

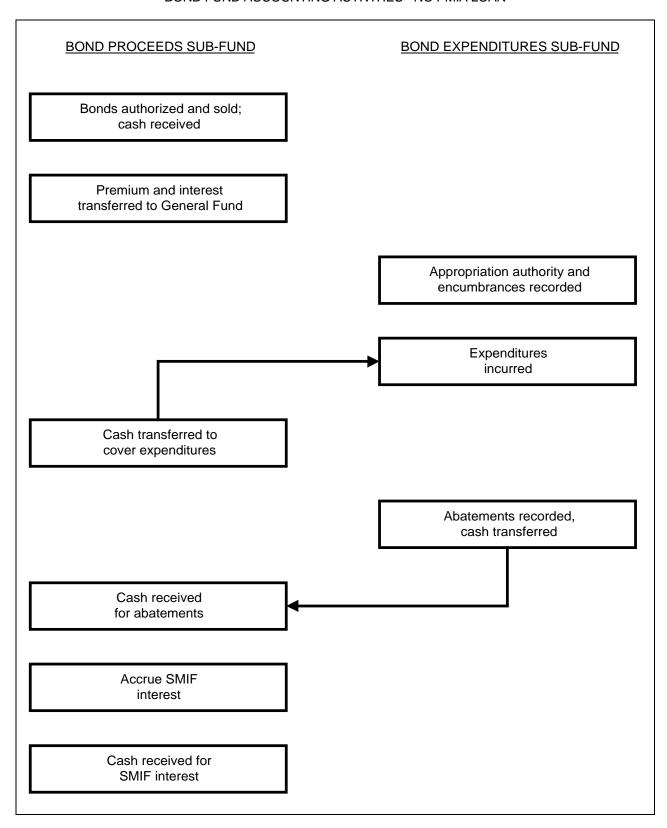
ACCOUNTING EVENTS

Listed on the following pages are the accounting events and corresponding CALSTARS transaction codes. These are listed in the order they normally occur.

Exhibit III-1 displays the bond fund accounting activities with no PMIA loans. It is not intended to be authoritative but only to show the relationships between each of the accounting events.

Exhibit III-2 displays the bond fund accounting activities when a PMIA loan is included. It also is not intended to be authoritative but only to show the relationships between each of the accounting events.

The accounting events contained in this procedure are expected to be typical for bonds and PMIA loans. If your agency receives an SCO Journal Entry that is not described in the procedure, please contact your CALSTARS Analyst or the Hotline to determine the appropriate entry.



	Record authorization of bonds (voter approval) in the bond proceeds sub-fund:					
1	Record the authorization: TC B01 - Bond Act is Chaptered Dr. 2774 Bonds Authorized-Unissued Cr. 2780 Provision for Unissued Authorized Securities	Optional. Agencies may decide based on needs whether to formally record this information in their accounting records.				
	Record an adjustment to the original authorized amount in the I	oond proceeds sub-fund:				
2A	Record an increase to the original authorized amount: TC B10 - Bond Act Adjustment to Increase Dr. 2774 Bonds Authorized-Unissued Cr. 2780 Provision for Unissued Authorized Securities	Optional. This entry is used only if Entry #1 was done.				
2B	Record a decrease to the original authorized amount: TC B11 - Bond Act Adjustment to Decrease Dr. 2780 Provision for Unissued Authorized Securities Cr. 2774 Bonds Authorized-Unissued	Optional. This entry is used only if Entry #1 was done.				
	Record the Sale of Bonds in the bond proceeds sub-fund:					
3A &	Record reduction of bonds authorized when bonds are sold: TC B07 - Reduce Bonds Authorized When Sell Bonds Dr. 2780 Provision for Unissued Authorized Securities Cr. 2774 Bonds Authorized-Unissued	Optional. This entry is used only if Entry #1 was done.				
3B &	Record an original appropriation: TC 010 - Record an Original Appropriation Dr. 6120 Appropriations-Offset Cr. 6110 Appropriations	The SCO records this appropriation setup by: Dr. 5510 - Fund Balance- Appropriated Cr. 6030 - Appropriations				
3C	Record receipt of monies from bond sale: (1) TC 112 - Record SCO Collection of Other Sources Dr. 1140 Cash in State Treasury Cr. 9830 Other Sources	Use Source code 520000 . This entry is for the <u>par value</u> of the bond. The SCO may use GLA 9839 instead of GLA 9830.				
	(2) TC B08 - Accrue Premium/Interest on G. O. Bond Dr. 1140 Cash in State Treasury Cr. 3110 Due to Other Funds or Appropriations	This entry is for the <u>premium</u> received on the bond sale that will be transferred to the General Fund				
	(3) TC B08 - Accrue Premium/Interest on G. O. Bond Dr. 1140 Cash in State Treasury Cr. 3110 Due to Other Funds or Appropriations	This entry is for the <u>accrued</u> interest purchased at the time of sale that will be transferred to the General Fund.				

	Record transfer of Premium and Interest recorded in Entries 3C(2) and 3C(3) to General Fund in the <u>bond proceeds sub-fund</u> :			
4A	Record the <u>premium</u> received on the bond sale transferred to the General Fund: TC B09 - Transfer Premium/Interest on G. O. Bond Dr. 3110 Due to Other Funds or Appropriations Cr. 1140 Cash in State Treasury	Optional. This entry is used only if Entry #1 was done.		
4B	Record <u>accrued interest</u> received on the bond sale transferred to the General Fund: TC B09 - Transfer Premium/Interest on G. O. Bond Dr. 3110 Due to Other Funds or Appropriations Cr. 1140 Cash in State Treasury	Optional. This entry is used only if Entry #1 was done.		
	Record Appropriation Expenditure authority based on Budget Abond expenditure sub-fund:	Act or statute in the		
5	Record an original appropriation: TC 010 - Record an Original Appropriation Dr. 6120 Appropriations-Offset Cr. 6110 Appropriations			
	Record Encumbrances for future Expenditures in the bond exp	enditure sub-fund:		
6	Record an original encumbrance: TC 211 - Record an Original Encumbrance Dr. 6150 Encumbrances Cr. 6155 Encumbrances - Offset	Entries to record year-end expenditure accruals may be needed as of June 30 th . Refer to Volume 7 for the appropriate TCs.		

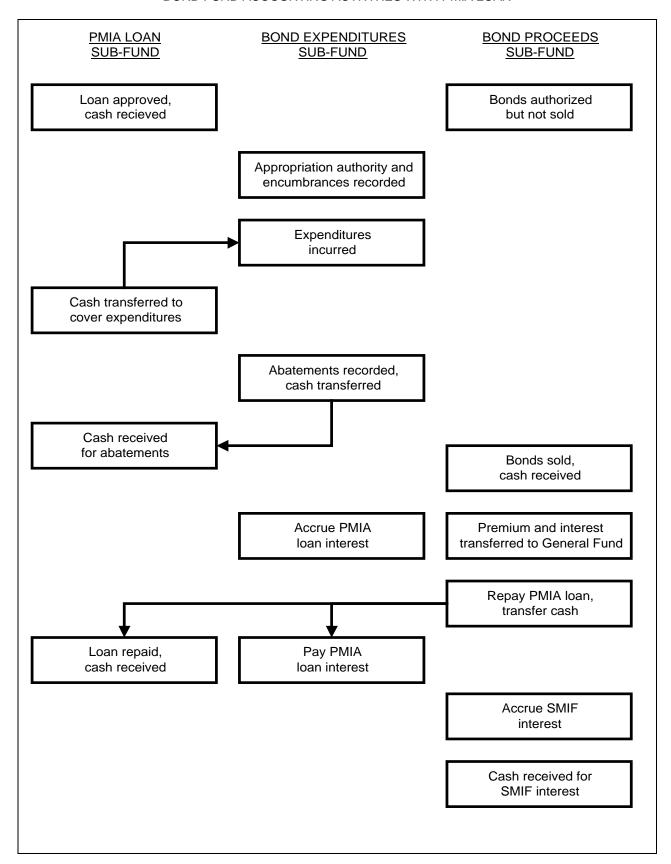
	NOTE: The SCO records entries 7 and 8 simultaneously.				
	Record Expenditures in the bond expenditure sub-fund: Entries for disbursements applicable to year-end expenditure accruals may be needed. Refer to Volume 7 for appropriate TCs.				
7A	Claim schedule is submitted for payment of encumbered expenditures: TC 232 - Record Auto Scheduling Expend Prev Encumbered -OR- TC 243 - Record Manual Scheduling of Exp Prev Encumbered Dr. 9000 Appropriation Expenditures Cr. 3021 Claims in Process Dr. 6155 Encumbrances - Offset Cr. 6150 Encumbrances	Use current procedures to record claims filed, claims paid and claim correction entries.			
7B	Claim schedule is submitted for payment of expenditures (no encumbrance): TC 231 - Record Auto Sched Exp Not Prev Encumb or Accrued -OR- TC 240 - Record Manual Sched of Exp Not Prev Enc or Accrued Dr. 9000 Appropriation Expenditures Cr. 3021 Claims in Process	Use current procedures to record claims filed, claims paid and claim correction entries.			
7C	Direct payment by SCO of encumbered expenditures: TC 245 - Record SCO Pay of Expenditure Prev Encumbered Dr. 9000 Appropriation Expenditures Cr. 1140 Cash in State Treasury Dr. 6155 Encumbrances - Offset Cr. 6150 Encumbrances	Use current procedures to record claims filed, claims paid and claim correction entries.			
7D	Direct payment by SCO of expenditures (no encumbrance): TC 242 - Record Direct SCO Pay of Exp Not Prev Enc or Accrued Dr. 9000 Appropriation Expenditures Cr. 1140 Cash in State Treasury	Use current procedures to record claims filed, claims paid and claim correction entries.			
	Record transfer of money to cover Expenditures recorded in Er	ntry 7:			
8A	Record operating transfers-out in the <u>bond proceeds sub-fund</u> : TC 481 - Record Operating Transfers-Out Dr. 9812 Operating Transfer-Out Cr. 1140 Cash in State Treasury	Use Object Detail code 626 . This entry is posted from the SCO's journal entry. Use Subsidiary number <i>nnnn</i> 0000 where <i>nnnn</i> identifies the transferee fund to receive the transfer.			
8B	Record operating transfers-in in the <u>bond expenditures sub-fund</u> : TC 483 - Record Operating Transfers-In Dr. 1140 Cash in State Treasury Cr. 9811 Operating Transfers-In	Use Source code 3nnnnn . This entry is posted from the SCO's journal entry. Use Subsidiary number nnnn0000 where nnnn identifies the transferor fund making the transfer.			

	Record abatement of Expenditures:				
9A	If appropriation is <u>reverted</u> , record receipt of monies and return of operating transfers-in in the <u>bond expenditures sub-fund</u> : (1) TC 152 - Record SCO Receipt for Reverted Appropriation Dr. 1140 Cash in State Treasury Cr. 9891 Refund to Reverted Appropriations	Use Source code 570000 . If agency collection, enter: TC 107 - Record Cash Receipts as Refund to Reverted Appropriation			
	AND	Use current procedures for Cash in Transit and Cash in State Treasury entries.			
	(2) TC 485 - Record Return of Operating Transfers-In Dr. 9811 Operating Transfers-In Cr. 1140 Cash in State Treasury	Entry (2) is not made until the Remittance Advice is recorded at the SCO and a journal entry is issued showing the transfer. Use Source code 3nnnn, the same as used in Entry #8A. Use Subsidiary number nnnn000 where nnnn identifies the transfer.			
9B	If appropriation is <u>not reverted</u> , record receipt of monies and return of operating transfers-in in the <u>bond expenditures sub-fund</u> : (1) TC 116 - Record SCO Collection of Abatements Dr. 1140 Cash in State Treasury Cr. 9000 Appropriation Expenditures	Use Source code 58 nnnn. If agency collection, enter: TC 104 - Record Cash Receipts as Expend Abate (Not Billed)			
	AND	Use current procedures for Cash in Transit and Cash in State Treasury entries.			
	(2) TC 485 - Record return of operating transfers-in Dr. 9811 Operating Transfers-In Cr. 1140 Cash in State Treasury	Entry (2) is not made until the Remittance Advice is recorded at the SCO and a journal entry is issued showing the transfer. Use Source code 3nnnn , the same as used in Entry #8B. Use Subsidiary number nnnn0000 where nnnn identifies the transfer.			
9C	Record return of operating transfers-out (appropriation is open or reverted) in the bond proceeds sub-fund: TC 486 - Record Return of Operating Transfers-Out Dr. 1140 Cash in State Treasury Cr. 9812 Operating Transfers-Out	Use Object Detail code 626 . Use Subsidiary number nnnn0000 where nnnn identifies the transferee fund to receive the transfer.			

	Record accrued SMIF Interest earnings on June 30th in the bond proceeds sub-fund:				
10	Record accrued SMIF interest earned: TC 176 - Record Amount Due From Other Funds - Revenue Dr. 1400 Due From Other Funds or Appropriations (SMIF) Cr. 8000 Revenue Record collection of SMIF Interest earnings on bonds in bond p	Use Source code 250300. SCO may use Source code 215030.			
11A	If interest was accrued: TC 135 - SCO Receipt of Due From Other Funds - Revenue Dr. 1140 Cash in State Treasury Cr. 1400 Due From Other Funds or Appropriations (SMIF)	Use Source code 250300 . SCO may use Source code 215030 .			
11B	If interest was not accrued: TC 136 - Record SCO Collection of Revenue (Not Billed) Dr. 1140 Cash in State Treasury Cr. 8000 Revenue	Use Source Code 250300 . SCO may use Source code 215030 .			

		TRANSACTI Bond Proceeds	ION CODE Bond Expenditure
	ACCOUNTING EVENT	Sub-Fund	Sub-Fund
1.	Bonds are authorized but not issued	B01 (optional)	
2.	Record an adjustment to the original authorized amount A. Increase B. Decrease	B10 (optional) B11 (optional)	
3.	Record Sale of Bonds A. Reduce Bonds Authorized when bonds sell B. Record original appropriation C. (1) Par value (2) Premium (3) Interest	B07 (<i>optional</i>) 010 112 B08 B08	
4.	Transfer of premium and interest from bond sale to GF A. Premium B. Interest	B09 B09	
5.	Record appropriation expenditure authority		010
6.	Record encumbrances for future expenditures		211
7	Record expenditures A. Claim schedule submitted; liquidate encumbrance B. Claim schedule submitted; no encumbrance C. Direct SCO payment; liquidate encumbrance D. Direct SCO payment; no encumbrance		232 or 243 231 or 240 245 242
8.	Record transfer of monies to cover expenditures in #7 A. Transfers-Out B. Transfers-In	481	483
9.	Record expenditure abatement A. If appropriation is reverted (1) Record SCO Receipt (2) Record return of Operating Transfers-In		152 485
	 B. If appropriation is open (1) Record SCO collection of abatements (2) Record return of Operating Transfers-In 		116 485
	C. If appropriation is reverted or open(1) Record return of Operating Transfers-Out	486	
10.	Record accrued SMIF Interest earnings on June 30th	176	
11.	Record collection of SMIF Interest earnings A. Accrued B. Not accrued	135 136	

BOND PROCEEDS SUB-FUND							
	140 Cash in State1400 Due From2774 BondsTreasuryOther FundsAuthorized-Unissued		2780 Prov Unissued Auth Securities				
3C(1) 3C(2) 3C(3) 9C 11A 11B	4A 4B 8A	10	11A	1 2A	2B 3A	2B 3A	1 2A
	e to Other		6110 6120 Appropriations Appropriations			3021 Claims in Process	
4A 4B	3C(2) 3C(3)		3B	3B			
	000 enue	9812 O _l Transfe	perating ers-Out	98 Other S			
	10 11B	8A	9C		3C(1)		
		BON	D EXPEND	TURES SUB-	FUND		
	sh in State asury	3021 C	aims in cess	6110 Appropriations		6120 Appropriations-Offse	
8B 9A(1) 9B(1)	7C 7D 9A(2) 9B(2)		7A 7B		5	5	
6150 Encumbrances		61 Encumb Off		90 Expend		9811 Op Transf	erating ers-In
6	7A 7C	7A 7C	6	7A 7B 7C 7D	9B(1)	9A(2) 9B(2)	8B
9891 Reverted Appropriations							
	9A(1)						



	Record authorization of bonds (voter approval) in the bond proceeds sub-fund:				
1	Record bond authorization: TC B01 - Bond Act is Chaptered Dr. 2774 Bonds Authorized-Unissued Cr. 2780 Provision for Unissued Authorized Securities	Optional. Agencies may decide based on needs whether to formally record this information in their accounting records.			
	Record an adjustment to the original authorized amount in the l	oond proceeds sub-fund:			
2A	Record an increase to the original authorized amount: TC B10 - Bond Act Adjustment to Increase Dr. 2774 Bonds Authorized-Unissued Cr. 2780 Provision for Unissued Authorized Securities	Optional. This entry is used only if Entry #1 was done.			
2B	Record a decrease to the original authorized amount: TC B11 - Bond Act Adjustment to Decrease Dr. 2780 Provision for Unissued Authorized Securities Cr. 2774 Bonds Authorized-Unissued	Optional. This entry is used only if Entry #1 was done.			
	Record PMIA loan in PMIA loan proceeds sub-fund:				
3A	Record receipt of PMIA loan:	Use Object Detail code 626 .			
	TC B02 - Record receipt of PMIA Loan Dr. 1140 Cash in State Treasury Cr. 3610 PMIA Loans Payable	If this loan is to replace an existing PMIA loan, refer to Entry #12.			
3B	Record an original appropriation: TC 010 - Record an Original Appropriation Dr. 6120 Appropriations-Offset Cr. 6110 Appropriations	If this loan is to replace an existing PMIA loan, refer to Entry #12.			
	Record appropriation expenditure authority based on Budget A bond expenditure sub-fund:	ct or statute. Entries are in			
4	Record original appropriation: TC 010 - Record an Original Appropriation Dr. 6120 Appropriations-Offset Cr. 6110 Appropriations				
	Record encumbrances for future expenditures or the accrual of bond expenditure sub-fund:	expenditures. Entries are in			
5	Record original encumbrance: TC 211 - Record an Original Encumbrance Dr. 6150 Encumbrances Cr. 6155 Encumbrances - Offset	Entries to record year-end expenditure accruals may be needed as of June 30 th . Refer to Volume 7 for the appropriate TCs.			

	NOTE: The SCO records entries 6 and 7 simultaneously.				
	Record expenditures in the <u>bond expenditure sub-fund</u> : Entries to record disbursements applicable to year-end expenditure accruals may be needed. Refer to Volume 7 for appropriate TCs.				
6A	Claim schedule is submitted for payment of encumbered expenditures: TC 232 - Record Auto Scheduling Expend Prev Encumbered -OR- TC 243 - Record Manual Scheduling of Exp Prev Encumbered Dr. 9000 Appropriation Expenditures Cr. 3021 Claims in Process Dr. 6155 Encumbrances - Offset Cr. 6150 Encumbrances	Use current procedures to record claims filed, claims paid and claim correction entries.			
6B	Claim schedule is submitted for payment of expenditures (no encumbrance): TC 231 - Record Auto Sched Exp Not Prev Encumb or Accrued -OR- TC 240 - Record Manual Sched of Exp Not Prev Enc or Accrued Dr. 9000 Appropriation Expenditures Cr. 3021 Claims in Process	Use current procedures to record claims filed, claims paid and claim correction entries.			
6C	Direct payment by SCO of encumbered expenditures: TC 245 - Record SCO Pay of Expenditure Prev Encumbered Dr. 9000 Appropriation Expenditures Cr. 1140 Cash in State Treasury Dr. 6155 Encumbrances - Offset Cr. 6150 Encumbrances	Use current procedures to record claims filed, claims paid and claim correction entries.			
6D	Direct payment by SCO of expenditures (no encumbrance): TC 242 - Record Direct SCO Pay of Exp Not Prev Enc or Accrued Dr. 9000 Appropriation Expenditures Cr. 1140 Cash in State Treasury	Use current procedures to record claims filed, claims paid and claim correction entries.			
	Record transfer of money to cover expenditures recorded in Entry #6 If a Claim Correction is received from the SCO, a reversal of each e				
7A	Record operating transfers-out in the <u>bond proceeds sub-fund</u> : TC 481 - Record Operating Transfers-Out Dr. 9812 Operating Transfer-Out Cr. 1140 Cash in State Treasury	Use Object Detail code 626 . This entry is posted from the SCO's journal entry. Use Subsidiary number <i>nnnn</i> 000 where <i>nnnn</i> identifies the transferee fund to receive the transfer.			
7B	Record operating transfers-in in the <u>bond expenditures sub-fund</u> : TC 483 - Record Operating Transfers-In Dr. 1140 Cash in State Treasury Cr. 9811 Operating Transfers-In	Use Source code 3nnnnn . This entry is posted from the SCO's journal entry. Use Subsidiary number nnnn0000 where nnnn identifies the transferor fund making the transfer.			

	Record abatement of expenditures:		
8A	If appropriation is reverted, record receipt of monies and return of operating transfers-in in the bond expenditures sub-fund: (1) TC 152 - Record SCO Receipt for Reverted Appropriation Dr. 1140 Cash in State Treasury Cr. 9891 Refund to Reverted Appropriations AND	Use Source code 570000 . If agency collection, enter: TC 107 - Record Cash Receipts as Refund to Reverted Appropriation Use current procedures for Cash in Transit and Cash in State Treasury entries.	
	(2) TC 485 - Record return of operating transfers-in Dr. 9811 Operating Transfers-In Cr. 1140 Cash in State Treasury	Entry (2) is not made until the Remittance Advice is recorded at the SCO and a journal entry is issued showing the transfer. Use Source code 3nnnn , the same as used in Entry #7B. Use Subsidiary number nnnn0000 where nnnn identifies the transfer.	
8B	If appropriation is not reverted, record receipt of monies and return of Operating Transfers-In in the bond expenditures sub-fund: (1) TC 116 - Record SCO Collection of Abatements Dr. 1140 Cash in State Treasury Cr. 9000 Appropriation Expenditures AND (2) TC 485 - Record Return of Operating Transfers-In Dr. 9811 Operating Transfers-In Cr. 1140 Cash in State Treasury	Use Source code 58nnnn . If agency collection, enter: TC 104 - Record Cash Receipts as Expend Abate (Not Billed) Use current procedures for Cash in Transit and Cash in State Treasury entries. Entry (2) is not made until the Remittance Advice is recorded at the SCO and a journal entry is issued showing the transfer. Use Source code 3nnnn , the same as used in Entry #7B. Use Subsidiary number nnnn0000 where <i>nnnn</i> identifies the transferor fund making the transfer.	
8C	Record return of Operating Transfers-Out (appropriation is open or reverted) if PMIA Loan has not been repaid in the PMIA Loan Proceeds Sub-Fund (OR record in the Bond Proceeds Sub-Fund if the loan has been repaid and Entry #13 has been done): TC 486 - Record Return of Operating Transfers-Out Dr. 1140 Cash in State Treasury Cr. 9812 Operating Transfers-Out	Use Object Detail code 626 . Use Subsidiary number <i>nnnn</i> 000 where <i>nnnn</i> identifies the transferee fund to receive the transfer.	

	Record accrued interest due on PMIA loan on June 30th in the bo	and avnanditures sub-fund:											
	This entry is not reversed in the new year. General Obligation bonds accrued in the General Fund.												
	<u>DEFINITION</u> : General Obligation bonds that are self-liquidating probond value plus interest payments. The bond act provides this infort Veteran's Home Loan Bonds—monthly mortgage payments liquidate	mation. An example is the											
9	Record accrued interest due on PMIA loan: TC 285 - Record Accrued Exp and Amount Due to Other Funds Dr. 9000 Appropriation Expenditures Cr. 3110 Due to Other Funds or Appropriations Record payoff of prior PMIA Loan with new PMIA Loan: Use Object Detail code 60 This entry is only done for Revenue and self-liquidat General Obligation bonds												
	Record payoff of prior PMIA Loan with new PMIA Loan:												
10A	Record receipt in PMIA loan proceeds sub-fund (new): (1) TC B02 - Record receipt of PMIA Loan Dr. 1140 Cash in State Treasury (Use Object Detail 626) Cr. 3610 PMIA Loans Payable (2) TC 481 - Record Operating Transfers-Out Dr. 9812 Operating Transfer-Out	The transfer includes the amount needed to pay off interest due on old loan. The SCO records this appropriation setup by: Dr. 5510 - Fund Balance-											
	Cr. 1140 Cash in State Treasury	Appropriated											
	(3) TC 010 - Record an Original Appropriation Dr. 6120 Appropriations-Offset	Cr. 6030 – Appropriations											
	Cr. 6110 Appropriations	Use Subsidiary number nnnn0000 where nnnn identifies the transferee fund to receive the transfer.											
10B	Record payoff in PMIA loan proceeds sub-fund (old): (1) TC 483 - Record Operating Transfers-In Dr. 1140 Cash in State Treasury Cr. 9811 Operating Transfers-In	This entry includes the amount to repay the principal and interest due on the old PMIA loan. Use Source code 3 nnnnn. Use Subsidiary number nnnn0000 where nnnn identifies the transferor fund making the transfer.											
	(2) TC B04 - Record Payoff of PMIA Loan Dr. 3610 PMIA Loans Payable Cr. 1140 Cash in State Treasury												
	(3) TC 481 - Record Operating Transfers-Out Dr. 9812 Operating Transfer-Out Cr. 1140 Cash in State Treasury	This entry is for the amount of interest due on the old PMIA loan. Use Subsidiary number <i>nnnn</i> 0000 where <i>nnnn</i> identifies the transferee fund to receive the transfer.											
	 (4) TC 010 R - Record an Original Appropriation (Reversal) Dr. 6110 Appropriations Cr. 6120 Appropriations-Offset 	This entry offsets the amount recorded in Entry (3B).											

10C	Record interest due on PMIA loan (old) in bond expenditures sub-fund: (Interest on General Obligation bonds that are not self-liquidating is paid by the General Fund.) (1) TC 483 - Record Operating Transfers-In	Use Subsidiary number nnnn0000 where nnnn identifies the transferor fund making the transfer.
	Record the sale of bonds in the bond proceeds sub-fund:	
11A &	Record reduction of bonds authorized when bonds are sold: TC B07 - Reduce Bonds Authorized When Sell Bonds Dr. 2780 Provision for Unissued Authorized Securities Cr. 2774 Bonds Authorized-Unissued	Optional. This entry is used only if Entry #1 was done.
11B	Record an original appropriation: TC 010 - Record an Original Appropriation Dr. 6120 Appropriations-Offset	The SCO records this appropriation setup by:
&	Cr. 6110 Appropriations	Dr. 5510 - Fund Balance- Appropriated
		Cr. 6030 - Appropriations
11C	Record receipt of monies from bond sale: (1) TC 112 - Record SCO Collection of Other Sources Dr. 1140 Cash in State Treasury Cr. 9830 Other Sources	Use Source code 520000 . This entry is for the <u>par value</u> of the bond. SCO may use GLA 9839 instead of GLA 9830.
	(2) TC B08 - Accrue Premium/Interest on G. O. Bond Dr. 1140 Cash in State Treasury Cr. 3110 Due to Other Funds or Appropriations	This entry is for the <u>premium</u> received on the bond sale that will be transferred to the General Fund.
	(3) TC B08 - Accrue Premium/Interest on G. O. Bond Dr. 1140 Cash in State Treasury Cr. 3110 Due to Other Funds or Appropriations	This entry is for the <u>accrued</u> interest purchased at the time of sale that will be transferred to the General Fund.

	Record transfer of premium and interest (recorded in Entries 11 in the bond proceeds sub-fund:	C and 11D) to General Fund
12A	Record the <u>premium</u> received on the bond sale that was transferred to the General Fund: TC B09 - Transfer Premium/Interest on G. O. Bond Dr. 3110 Due to Other Funds or Appropriations Cr. 1140 Cash in State Treasury	Optional. This entry is used only if Entry #1 was done.
12B	Record the <u>accrued interest</u> received on the bond sale that was transferred to the General Fund: TC B09 - Transfer Premium/Interest on G. O. Bond Dr. 3110 Due to Other Funds or Appropriations Cr. 1140 Cash in State Treasury	Optional. This entry is used only if Entry #1 was done.
	Record repayment of PMIA loan - principal only (after bond sale	e):
13A	Entry for the <u>bond proceeds sub-fund</u> : TC 481 - Record Operating Transfers-Out Dr. 9812 Operating Transfer-Out Cr. 1140 Cash in State Treasury	Use Object Detail code 626 . Use Subsidiary number <i>nnnn</i> 000 where <i>nnnn</i> identifies the transferee fund to receive the transfer.
13B	Entries for the PMIA loan proceeds sub-fund: (1) TC 483 - Record Operating Transfers-In Dr. 1140 Cash in State Treasury Cr. 9811 Operating Transfers-In	Use Source code 3nnnnn . Use Subsidiary number nnnn0000 where <i>nnnn</i> identifies the transferor fund making the transfer.
	(2) TC B04 - Record Payoff of PMIA Loan Dr. 3610 PMIA Loans Payable Cr. 1140 Cash in State Treasury	Use Object Detail code 626 .
	(3) TC 010 R - Record an Original Appropriation (Reversal) Dr. 6110 Appropriations Cr. 6120 Appropriations-Offset	

	Record payment of interest due on PMIA loan (after bond sale): and General Obligation bonds that are self-liquidating.)	(Entries done for Revenue
14A	Entry for the bond proceeds sub-fund: TC 481 - Record Operating Transfers-Out Dr. 9812 Operating Transfer-Out Cr. 1140 Cash in State Treasury	Use Subsidiary number nnnn0000 where nnnn identifies the transferee fund to receive the transfer.
14B	Entries for the bond expenditures sub-fund: (1) TC 483 - Record Operating Transfers-In Dr. 1140 Cash in State Treasury Cr. 9811 Operating Transfers-In	Use Source code 3nnnnn . Use Subsidiary number nnnn0000 where <i>nnnn</i> identifies the transferor fund
	AND	making the transfer.
	If not accrued: (2) TC B05 - SCO Payment of Interest Payable on PMIA Loan Dr. 9000 Appropriation Expenditures Cr. 1140 Cash in State Treasury	Use Object Detail code 626 .
	OR	
	If accrued: (3) TC 262 - Record SCO Pay of Exp Prev Accrued as Due to Other Funds	
	Dr. 3110 Due to Other Funds or Appropriations Cr. 1140 Cash in State Treasury	
	Record accrued SMIF interest earnings on June 30th in the bon This is interest earned by money in SMIF from either the bond proceed proceeds sub-fund.	
15	Record accrued SMIF interest earnings: TC 176 - Record Amount Due From Other Funds - Revenue Dr. 1400 Due From Other Funds or Appropriations (SMIF) Cr. 8000 Revenue	Use Source code 250300 . SCO may use Source code 215030 .
	Record collection of SMIF interest earnings on bonds in bond p. This is interest earned by money in SMIF from either the bond proce proceeds sub-fund.	roceeds sub-fund: eds sub-fund or the PMIA loan
16A	If interest earnings were accrued (Entry #15): TC 135 - SCO Receipt of Due From Other Funds - Revenue Dr. 1140 Cash in State Treasury Cr. 1400 Due From Other Funds or Appropriations (SMIF)	Use Source code 250300 . SCO may use Source 215030 .
16B	Entry if interest has not been accrued: TC 136 - Record SCO Collection of Revenue (Not Billed) Dr. 1140 Cash in State Treasury Cr. 8000 Revenue	Use Source code 250300 . SCO may use Source code 215030 .

	Entries to record the pay down of a PMIA loan with Commercial proceeds sub-fund (7 <i>nn</i>):	Paper in the <u>PMIA loan</u>
17A	Record pay down of PMIA loan: TC B04 - Record Payoff of PMIA Loan Dr. 3610 PMIA Loans Payable Cr. 1140 Cash in State Treasury	Use Object Detail code 626 .
17B	 Reduce current year expenditures being reimbursed by Commercial Paper: TC 481 - Record Operating Transfers-Out (Category 14) Dr. 9812 Operating Transfers-Out Cr. 1140 Cash in State Treasury AND TC 486 - Record Return of Operating Transfers-Out (Category 11) Dr. 1140 Cash in State Treasury Cr. 9812 Operating Transfers-Out 	Use Object Detail code 626 . Use Subsidiary number <i>nnnn</i> 000 where <i>nnnn</i> identifies the transferee fund to receive the transfer. Use Object Detail code 626 . Use Subsidiary number <i>nnnn</i> 000 where <i>nnnn</i> identifies the transferee fund to receive the transfer.
17C	Record transfer of cash from the Unallocated G.O. Bond Commercial Paper Fund (0656) to the PMIA loan proceeds sub- fund (7nn): TC 483 - Record Operating Transfers-In Dr. 1140 Cash in State Treasury Cr. 9811 Operating Transfers-In	Use Source code 306560 . Use Subsidiary number <i>nnnn</i> 0000 where <i>nnnn</i> identifies the transferor fund making the transfer.
17D	Record appropriation adjustment for Commercial Paper: (1) TC 010 R - Record an Original Appropriation (Category 11) Dr. 6110 Appropriations Cr. 6120 Appropriations-Offset AND (2) TC 010 - Record an Original Appropriation (Category 14) Dr. 6120 Appropriations-Offset Cr. 6110 Appropriations	

	ACCOUNTING EVENT	Bond Proceeds Sub-Fund	TRANSAC Bond Expenditure Sub-Fund	TION CODE PMIA Loan Proceeds Sub-Fund (5nn)	PMIA Loan Proceeds Sub-Fund (7nm
١.	Bonds are authorized but not issued	B01 (optional)			
2.	Record an adjustment to the original authorized amount A. Increase B. Decrease	B10 (optional) B11 (optional			
3.	Record PMIA Loan A. Receipt B. Appropriation			B02 010	
4.	Record appropriation expenditure authority		010		
5.	Record encumbrances for future expenditures		211		
6	Record expenditures A. Claim schedule submitted; liquidate encumbrance B. Claim schedule submitted; no encumbrance C. Direct SCO payment; liquidate encumbrance D. Direct SCO payment; no encumbrance		232 or 243 231 or 240 245 242		
7.	Record transfer of monies to cover expenditures in #6 A. Transfers-Out B. Transfers-In	481 ^{1/}	483	481 ^{2/}	

 $^{^{1/2}}$ If PMIA Loan has been repaid and Entry #13 has been done. $^{1/2}$ If PMIA Loan has not been repaid.

		Bond Proceeds	Bond Expenditure	FION CODE PMIA Loan Proceeds	PMIA Loan Proceeds
	ACCOUNTING EVENT	Sub-Fund	Sub-Fund	Sub-Fund (5nn)	Sub-Fund (7nn)
8.	Record abatement of Expenditure				
	A. If appropriation is reverted		450		
	(1) Record SCO Receipt(2) Record return of Operating Transfers-In		152 485		
	B. If appropriation is open		403		
	(1) Record SCO collection of abatements		116		
	(2) Record return of Operating Transfers-In		485		
	C. If Appropriation is reverted or open(1) Record return of Operating Transfers-Out	486 ^{1/}		486 ^{2/}	
9.	Record Accrued Interest due on PMIA Loan on June 30	400	285	400	
10	Record payoff of prior PMIA Loan with new PMIA Loan				
	A. Record receipt (New PMIA Loan Proceeds Sub-Fund)(1) Receipt of monies			B02	
	(1) Receipt of monies(2) Operating Transfers-Out			481	
	(3) Appropriation			010	
	B. Record payoff (Old PMIA Loan Proceeds Sub-Fund)				
	(1) Operating Transfers-In			483	
	(2) Payoff (3) Operating Transfers-Out			B04 481	
	(4) Appropriation (Reversal)			010 R	
	C. Record interest due on Old PMIA Loan			0.0.1	
	(1) Operating Transfers-In		483		
	(2) Interest Payable (not accrued)		B05		
	(3) Interest Payable (accrued)		262		
1/					
≝ ItPN 2/Ifp∧	MA Loan has been repaid and Entry #13 has been done. MA Loan has not been repaid.				
11 71	nia Loan nas not been repaid.				

CALSTARS Procedure Manual

	ACCOUNTING EVENT	Bond Proceeds Sub-Fund	TRANSACT Bond Expenditure Sub-Fund	FION CODE PMIA Loan Proceeds Sub-Fund (5nn)	PMIA Loan Proceeds Sub-Fund (7nn)
11.	Record Sale of Bonds A. Reduce Bonds Authorized when Bonds sell B. Record original appropriation C. (1) Par value (2) Premium (3) Interest	B07 (<i>optional</i>) 010 112 B08 B08			
12.	Transfer of premium and interest from bond sale to GF A. Premium B. Interest	B09 B09			
13.	Record repayment of PMIA Loan A. Operating Transfers-Out B. PMIA Loan Proceeds Sub-Fund (1) Operating Transfers-In (2) Payoff (3) Appropriation (Reversal)	481		483 B04 010 R	
14	Record payment of interest due on PMIA Loan A. Operating Transfers-Out B. Bond Expenditures Sub-Fund (1) Operating Transfers-In (2) If not accrued (3) If accrued	481	483 B05 262		
15.	Record accrued SMIF Interest earnings on June 30th	176			
16.	Record collection of SMIF Interest earnings A. Accrued B. Not accrued	135 136			

CALSTARS Procedure Manual Transmittal 20-3 9/29/2000 III-26

	ACCOUNTING EVENT	<u>Bond</u> <u>Proceeds</u> <u>Sub-Fund</u>	TRANSACT Bond Expenditure Sub-Fund	TION CODE PMIA Loan Proceeds Sub-Fund (5nn)	PMIA Loan Proceeds Sub-Fund (7 <i>nn</i>)
17	Record pay down of PMIA Loan with Commercial Paper A. Record pay down of PMIA Loan				B04
	 B. Reduce current year expenditures (1) Operating Transfers-Out (Category 14) (2) Operating Transfers-Out (Category 11) 				481 486
	C. Record transfer of cash				483
	D. Record appropriation adjustment(1) Appropriation (Category 11)(2) Appropriation (Category 14)				010 R 010

CALSTARS Procedure Manual Transmittal 20-3 9/29/2000 III-27

				BON	D PROCEE	DS SUB-F	JND				
1140 Cash in State Treasury		1400 Due From Other Funds		2774 Bonds Authorized-Unissued			/ Unissued ecurities		e to Other nds		10 priations
8C 11C(1) 11C(2) 11C(3) 16A 16B	7A 12A 12B 13A 14A	15	16A	1 2A	2B 11A	2B 11A	1 2A	12A 12B			11B
61 Appropriati	20 ons-Offset	80 Reve		9812 O _l Transfe	perating ers-Out		30 Sources				
11B			15 16B	7A 13A 14A	8C		11C(1)				

				BOND	EXPENDITU	RES SUB	-FUND				
1140 Cash in State Treasury				in Process Funds/Appns Appropriations			6120 Appropriations-Offset		6150 Encumbrances		
7B 8A(1) 8B(1) 10C(1) 14B(1)	6C 6D 8A(2) 8B(2) 10C(2) 10C(3) 14B(2) 14B(3)		6A 6B	14B(3)	9		4	4		5	6A 6C
61 Encumbrar	55 nces-Offset	900 Expend		9811 Operating Transfers-In		9891 Reverted Appropriations					
6A 6C	5	6A 6B 6C 6D 9 10C(2) 10C(3) 14B(2)	8B(1)	8A(2) 8B(2)	7B 10C(1) 14B(1)		8A(1)				

CALSTARS Procedure Manual

				PMIA LOAI	N PROCEE	DS SUB-FU	JND (OLD)				
1140 Cas Trea			PMIA Payable		10 priations	_	20 ions-Offset		perating fers-In	9812 O Transfe	perating ers-Out
3A 8C 10B(1) 10B(3) 13B(1)	7A 10B(2) 13B(2)	10B(2) 13B(2)	3A	10B(4) 13B(3)	3B	3B	10B(4) 13B(3)		10B(1) 13B(1)	7A 10B(3)	8C
				PMIA LOAN	N PROCEE	DS SUB-FU	IND (NEW)				
1140 Cas Trea			PMIA Payable	6110 Appropriations		6120 Appropriations-Offset		9811 Operating Transfers-In		9812 Operating Transfers-Out	
10A(1)	10A(2)		10A(1)		10A(3)	10A(3)				10A(2)	
				PMIA LOA	N PROCEE	DS SUB-F	JND (7xx)				
1140 Cas Trea			PMIA Payable		10 priations		20 ions-Offset		perating fers-In	9812 O Transfo	perating ers-Out
17B(2) 17C	17A 17B(1)	17A		(Cat 11) 17D(1)	(Cat 14) 17D(2)	(Cat 14) 17D(2)	(Cat 11) 17D(1)		17C	(Cat 14) 17B(1)	(Cat 11) 17B(2)
			l		ļ		ļ				l